



Information Handbook

Members guide to Information, Rules, and Regulations for
Sherwood Forest Country Club

Effective: January 1, 2020

Message from the Board of Directors:

The Board of Directors of Sherwood Forest Country Club (1975) LTD, welcome's you to the club and thank you for selecting Sherwood Forest for your leisure and recreational activities.

Sherwood Forest offers many wonderful opportunities for you to enjoy the beautiful Saskatchewan outdoors, whether it is camping, swimming, golfing, hiking, socializing, barn dances, or just a quiet get away from the fast pace of city.

Located just 10 minutes West of Regina, this close proximity offers easy and economical access to the Park on a regular basis, or the freedom to commute to your workplace. So, come often and enjoy what Sherwood Forest has to offer.

This guide was produced as an information tool to help inform members about Sherwood Forest rules and regulations, and for the safety of all.

Enjoy your time at Sherwood Forest.

Thank you

Board of Directors
Sherwood Forest Country Club.

Mission Statement:

“Our goal is to provide YOU with the BEST customer service by offering quality and affordable services through our friendly and knowledgeable staff.”

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Introduction

The following rules and regulations are for the safety and enjoyment of all. Each member, family members, and guests must realize that failure to observe the rules of Sherwood Forest Country Club will result in membership being revoked.

For further clarification of the rules and regulations please consult with Management. Rules can be changed at **any time without notice**.

Rules and Regulations

Alcoholic Beverages

Provincial law prohibits drinking alcoholic beverages in any location other than campsites and designated areas. The RCMP has full authority to enforce these laws within the park.

Business Hours

Sherwood Forest Office hours are 8:00 A.M. to 5 P.M. Monday to Friday. For administrative inquiries please phone the office at (306) 545-0330

Sherwood Forest Pro-Shop hours are 7:00 A.M. to 9:00 P.M., 7 days a week over the summer months, although times will vary with the seasons. To book a tee time or for other golf related inquiries please call the Pro-Shop at (306) 545-0330 or book online.

Campfires

Open fires are allowed in properly installed fire rings or fire pits only and must be extinguished with water, not dirt.

- Do not start fires in any place that may cause damage to trees or grass
- No open fire in the park after water has been shut off for the season
- However, open fires are allowed after an appropriate amount of snowfall
- Please adhere to signs posted at the entrance gate
- Remember to be considerate of your neighbors when having a campfire. Burning painted wood and or leaves is not permitted
- During fire bans all fires are strictly prohibited, failure to follow this rule will result in a fine
- Propane fire tables are allowed during fire bans

Disclaimer

The club assumes no responsibility for injury, theft, damage, or vandalism while on Sherwood Forest properties.

Electrical

All power will be turned off during winter months from November 1st to April 1st of each year, unless other arrangements are made.

- Power usage in the winter is for lighting purposes only
- Use of heaters etc. is not permitted in winter months however propane heaters are permitted

- Do not tamper with breaker boxes; this could result in your membership being revoked
- Random inspections will occur

It is everyone's responsibility to conserve energy.

- Please ensure the lights at your site are turned off when you go to bed or leave the Park
- If using a timer, please unplug it when you leave the park
- Leaving lights on for weeks at a time when you are not present in the park is a huge waste of energy and not acceptable
- Motion Lights are limited to 1 light per lot and is to be set at no longer than 5 minutes; failure to comply will result in fines

Eviction

Notwithstanding anything contained herein, Sherwood Forest reserves the right to terminate a members Lease Agreement at any time, for any reason whatsoever, by providing a reasonable notice to the Lessee.

Firearms

Firearms are not permitted in the park at any time, including air rifles, pellet guns, BB guns, bows and arrows, etc.

Fire Regulations

It is the member's responsibility to ensure their trailer meets fire regulations. i.e. proper installation of smoke detectors, fire extinguishers, etc.

Fire Rings

Fire rings or fire pits for individual sites are the responsibility of the member. Fire rings in public areas belong to Sherwood Forest and are not to be removed at any time.

Firewood

Do not bring Elm firewood into the park due to the spread of Dutch elm disease.

Garbage

No one is allowed to bring garbage into the Park to dispose of it.

- Sherwood Forest will now only dispose of household garbage that is properly bagged and placed in an **appropriate** container (Do not place bagged household garbage on the ground)
- We will also dispose of tree clippings, **bagged** leaves, and **bagged** grass clippings, that are placed at the roadside for pickup
- All other garbage is the responsibility of the member to properly dispose of at the City of Regina Landfill
 - This shall include such things as appliances, barbecues, decking, fencing, sheds, and construction material
 - At no time are any of these to be disposed of in garbage bins on Sherwood Forest property.

The Wood burning pit that is located next to the barn is to ONLY be used by Sherwood Forest Staff; any dumping will result in fines starting at \$500.00

This will be strictly enforced and is monitored by video surveillance.

Gift Certificates

Gift certificates are available at the Pro-shop for any occasion including birthdays, anniversaries, Christmas gifts, etc. The certificates can be used in the Pro-shop.

Golf Carts

Members may purchase a golf cart for their use at Sherwood Forest.

- You must have a **valid operator's license** to drive a golf cart in the park
 - Any owners of golf carts that allow underage driving maybe subject to fines.
- All golf carts require identification stickers that must be attached to the rear of all golf carts, golf carts that do not have the ID sticker cannot operate on SF property
- Loud golf carts will not be permitted in the park (i.e.: older Harley), as of January 1, 2017, Modified golf carts (i.e.: lift kits) will not be permitted in the park as of January 1, 2017, no long wheel based golf carts (i.e.: airport style) will be permitted
- Any members who currently have any golf carts that are mentioned prior to January 1, 2017 will be grandfathered.

Golf carts must have headlights to be driven after dark. (To drive after dark without this feature is a very dangerous practice and **not allowed**)

It is the Members responsibility to make sure their family and friends are aware of these rules. Those who do not abide by the rules can have their golf carts impounded, and/or their membership revoked.

Please remember: **Safety is everyone's responsibility.**

Golf Course

Park Members and Associate Members are entitled to a 20% discount on golf memberships and mini-pak punch cards.

- Only **one** punch per card unless it is for an immediate family member
- Every member and their guests are required to register, regardless of time, before proceeding to tee off
- A fee schedule will be posted in the club house
- Book a tee time to ensure a specific time for golf. On weekends, we will only book tee times for 9 holes only
 - If you wish to do two sets of nine, then check back at noon that day to see if there are any openings. Full payment will be expected for that tee time as well.
- It is also asked that all members be respectful and take the time to cancel any booked tee times that they don't intend to use
- Golf course and surrounding bush is out of bounds for everyone, except while playing golf
- No ball picking allowed
- No pets allowed on golf course at any time

For additional information regarding golfing, please contact the Pro-shop at (306) 545-0330.

Guests

Guests of members must be registered before entering the park whether, on foot or by car, even when you meet them at the gate and the Pro-shop is open.

- Members are responsible to meet their guests at the gate when the Pro-Shop is closed
- Please call the Pro-Shop at (306) 545-0330 to verify closing time
- Members are responsible to make sure Guests are aware of the rules of the park, as well as for the safety and conduct of their guests
- The number of guest vehicles parked at your site **must not** infringe on someone else's lot or the roadway

Information Bulletin Board

Sherwood Forest has an Information Bulletin Board that is located just inside the main gate. The purpose of this bulletin board is to post pertinent information to the general membership as well as for listing upcoming events, etc. Please check this board each time you enter the Park.

Sherwood Forest also has a book for members to list items they want to sell available in the Clubhouse. Please check this book on a regular basis if you are looking to buy or sell items. It is the Members responsibility to remove their ad from the book once sale is completed.

Insurance

The club assumes no responsibility for injury, theft, fire, flood, damage, or vandalism while on Sherwood Forest properties.

Each Member is responsible to obtain appropriate Property and Liability Insurance to protect themselves, their families, and their property at Sherwood Forest. Ensure your policy covers cost of Fire Department call out as you will be charged for this service by the Fire Department.

Membership

Membership fees are due **April 1st** of each year. Members are encouraged to pay by cheque. Members may choose the option of paying 50% by April 1st. Paying the balance with a cheque postdated for June 1st, 2020 and must accompany the first payment. We will accept cash, credit card, debit and cheque at the clubhouse.

- Members who do not keep their account in good standing will lose this privilege and full payment will be required on April 1st of each year thereafter
- Overdue accounts are subject to a 2% per month interest charge
- Members do receive a 10% discount on rental fees for Salon A/B, the Barn, Robins Roost, and Little Johns when using them for an "immediate" family function
- Members are responsible for the safety and conduct of themselves and their children
- Dependents are restricted to children 18 years and under and must be supervised by a parent while in the park. When a person reaches the age of 19 years, they can either become an associate member or must be signed in each visit and can only be in the park when member is present

Associate Memberships

Associate memberships are available only to immediate family members.

- Immediate family being; father, mother, son, or daughter
- The Associate Member will also receive 2 park entry cards as well.
- The Associate Memberships fee is \$200.00
- Associate memberships qualify for the 20% discount on Golf Memberships and the Golf Mini-Packs

Key Cards for Gate

Two (2) key cards will be issued with each membership. Only members permitted to carry or use key cards. Key cards found in someone else's possession will be confiscated and the membership will be cancelled. Additional key cards may be purchased for \$27.50 each, upon Management's approval.

Canceling your Membership

If a member decides that they no longer wish to have a site here at Sherwood Forest they have two options.

Option 1- The member can remove any wanted possessions from the leased site that they occupy and notify Sherwood Forest Management that they will be fore-fitting the rights of their ownership of the lease back to the company. **Management must be informed of this.**

Option 2- The member can list the contents of their lot, and membership for sale to the public. **Once an agreement of sale has been negotiated, both parties must schedule a time to sign and complete the lot transfer documents at the clubhouse with management present.**

If possessions are for sale the current years lot fees are still required at the regular due dates.

Motorcycles, Minibikes, and ATV's

Dirt Bikes, Minibikes, and all-terrain vehicles (ATV's) **are not allowed** in the Park at any time.

Any Motorcycle that is licensed for the use of daily transportation to and from the park can be permitted inside the park by getting management approval before entry.

Parking

Vehicles must be parked in designated areas, or off the roadway so as not to obstruct traffic, or service areas (power boxes).

Pets

Pets **must be kept on a leash** or securely enclosed at your site at all times.

- No pets allowed on the golf course, in the club house or in the pool area (pets must be kept outside of the fenced area by the pool)
- Barking dogs need attention, if Management receives complaints about your dog, you may be asked to remove your pet from the park
- Be a responsible pet owner and clean up after your pets.

Permits (building)

Permits are available at the office and on the member's section of our website.

- All changes to your site, including construction of buildings, fencing, decking or relocation of existing structures, installation of septic holding tanks, etc., must be pre-approved by submitting a **permit** to Sherwood Forest management **before any work has begun**
- Failure to comply will result in immediate removal of structure
- When a utility locate is needed, the cost will be the responsibility of the Park Member
- All permit applications must include full details of lot and construction
- If constructing a shed or deck, a second inspection by management must be performed before starting on the walls
- Please allow a minimum of one week for permit approval

Picnic Tables

Picnic tables for individual sites are the responsibility of the member. All picnic tables in public areas belong to Sherwood Forest and are not to be removed at any time.

Picnic Sites

Sherwood Forest has several picnic sites available for members to rent for family reunions, family or company picnics, barbecues, etc. Picnic sites are available to accommodate large groups up to 100 people plus. Please call the office at (306) 545-0330 for more information or to book your function.

Pool

Swimming is only allowed during posted operating hours.

- All park members are charged \$250.00 annually for a family of 4 and any additional swimmers can be purchased for \$50.00
 - Up to 2 Adults and 2 Children
 - You cannot exchange people on your pool pass or sell your pass to other members
- Food and beverages can be purchased and consumed on the grass, inside the pool facility
- No flotation devices are permitted (water wings only)
- Golf carts must park in the designated areas along the perimeter of the fenced area
- All guests must shower before entering the pool and abide by the lifeguard's instructions

Entry into the pool area is strictly prohibited after business hours, any members or guests entering the pool area after hours will be immediately EVICTED from Sherwood Forest, NO exceptions!

Sherwood Forest Aquatic Centre complies with the Provincial Swimming Pool Regulations.

Quiet Time

Quiet time is midnight to 7:00 A.M.

Renting

Members are not allowed to rent or lend their trailer/site to anyone; it is for the member's use only.

Septic/Holding Tanks

Sherwood Forest must install all tanks only.

- Septic tanks, when installed, must now be concrete and a min. of 1000 gal
Sewage Disposal: Sherwood Forest is the only authorized septic hauler permitted in the park
- Regulations governing sewage disposal must be adhered to
- Environmental laws do not allow the releasing of any waste into the ground
 - All camper trailers must have holding tanks or a portable tank, or some suitable method to empty their holding tank
- All house trailers must have a septic holding tank
 - It is the responsibility of each member in possession of a septic holding tank to pay for the cost of disposal

Site/Lot

Your site is yours to enjoy, but remember you are leasing it on a yearly basis. Therefore, any changes or improvements you want to make must be approved by Management.

- Effective January 1st, 2015: the pouring of cement in Sherwood Forest is prohibited
- All personal property must be kept on your site
- It would be appreciated if members would look after all general maintenance and cleanliness of their lot.
 - Failure to maintain a clean and presentable lot could result in fines
- Sherwood Forest does not permit members to use their sites to store unlicensed vehicles, boats, utility trailers, etc
- Sites cannot be exchanged with another member without permission from Management
- All trailers/structures must be moveable, no permanent structures allowed
- All trailers brought into the park require prior approval from Management

The maximum number of people allowed at a site is 24. When planning a function that will have more people than the maximum, it is recommended you rent a picnic site.

Trees and Shrubs

All tree and bush removal must have management approval. Failure to adhere to the tree policy will result in a minimum of \$100 fine.

You will be required to donate one tree for each tree removed that will be planted at a specified location determined by Management. Management will determine tree type.

Provincial Law states there is a \$500.00 fine for pruning Elm trees from April 1st to August 31st without special permission. For further information please see the Dutch Elm web site at www.sdeda.ca.

Absolutely no storage of any hazardous materials/chemicals. Normal household chemicals/gasoline must be stored in proper containers.

Snow Machines

Please be a responsible snowmobile operator and obey all rules.

- Do not drive over any part of the golf course
- Please drive on trails and roads only

Be aware, Sherwood Forest operates under the same rules and regulations as provided by the Saskatchewan Snowmobile Association Inc. (SSA).

- Snowmobile safety is the number one concern of the SSA and education is the number one tool to ensure that lives are saved and injuries are prevented
- All snowmobile operators who were born on or after January 1, 1989 are required to complete a snowmobile safety-training course
 - One must be 12 years of age to enroll in a snowmobile safety course.
- Please contact the Saskatchewan Safety Council @ (306) 757-3197 to book a course
 - Statistics show that individuals that have taken a snowmobile safety course have fewer injuries
- Alcohol and speed are the two leading causes of snowmobile injuries and fatalities, so please Don't Drink and Ride, and Reduce Your Speed
- Know all the safety rules, if you do not, you could be putting yourself and others at risk. Driving under the influence of alcohol is a criminal offence and the RCMP will enforce this within the park

Please see the Saskatchewan Snowmobile Association Inc. web site for additional information.

Speed Limit

The speed limit is 10km (6 mph) on all roads in the Park.

Storage Sheds

Sherwood Forest has guidelines covering the size and number of storage sheds allowed on a site. Each site varies in size therefore the size and/or number of sheds allowed may also vary. Number of sheds allowed is up to three (3). **Maximum shed size is 120 Sq. Ft. (10X12 Sq Ft) at the standard height of 8 Ft.**

All covered decks or sheds that are larger than 100 sq. ft (10X10). must be approved by the RM of Sherwood and Sherwood Forest.

All changes to your site, including construction of buildings or relocation of existing structures must be pre-approved by submitting **a permit** to management **before any work has begun.**

Permits are available at the office or online at www.sherwoodforestcc.com . Please allow a minimum of one week for permit approval. If constructing a shed or deck, a **second inspection** by management must be performed before starting on the walls.

Telephone

Members are responsible for putting in their own phone lines. Please contact Management for more details and assistance.

Trailers

As of April 1, 2008, only one trailer will be allowed to occupy a lot. Those previous to that date are allowed to stay, but there will only be one electrical connection and one septic tank.

- The Member must own the extra trailer
 - When transferring a Lot, the second trailer must be removed at that time
- An Associate Membership can be purchased for the mother/father/son/daughter, this would allow them to come out and use the trailer
- Trailers may not be wider than 14 feet
- All Trailers brought into the park require prior approval from Management
- At our discretion, there now will be up to a \$100 fee charged for moving trailers
- All trailers are subject to a \$50.00 RM mobile dwelling Fee; this annual fee will be invoiced by Sherwood Forest and is to be paid by June 1st of each year.
- All Trailers/Structures must be moveable, no permanent structures allowed

Water

Water is turned on in spring when conditions permit (usually early May) and water will be turned off in the October time frame.

- Due to new water regulations, Sherwood Forest will be connected to City of Regina water beginning in 2008, this will ensure safe drinking water
- Due to having to **pay** for water now, we ask that you please **conserve** water.
 - Do not water your lawns any more than necessary
 - Water restrictions may apply at various times

The Lessee can gain access to the pumping station and/or clubhouse in the winter months to obtain potable water for use at their site, by making arrangements with the office staff during regular business hours.

Hot Tubs / Pools / Wading Pools

As of January 01, 2010, these are **NO** longer allowed in the park. Those installed prior to that date will be allowed to stay.

Any concerns about the water should be brought to the attention of the Manager, who will forward these concerns to the responsible persons. For misuse, fines will be levied.

Web Site/ Wireless Internet

Sherwood Forest maintains an up-to-date web site displaying loads of information about the park, golf course, restaurant, and more. Access the web site at www.sherwoodforestcc.com

*Sherwood Forest Golf and Country Club (1975) LTD is not responsible for what is accessed on the internet or any devices that may be damaged. Netflix will not be available for viewing due to the strain to the bandwidth on our service.

Email: info@sherwoodforestcc.com

Please provide your email address to our club house staff to keep up to date with all events.

Change and Upgrading

The following guidelines have been established to assist in the orderly changing and upgrading of a lot at Sherwood Forest Country Club.

1. The Manager will keep a list of Shareholders and Current Members who want another lot for their family (children, parents, brothers, and sisters) to use, or who want to up-grade to a bigger/different lot.
2. The Manager will also keep a list of outside people wanting a lot to become a member of Sherwood Forest
3. When a lot comes open, if the Manager has a Shareholder or a current member on his list he will advise the Shareholder first, then the member second that a lot is available. The Shareholder will firstly have up to one (1) week to make a deal with the person vacating the lot. If the Shareholder decides he does not want the lot or can't make a deal, then the member will have up to one (1) week to decide if they want the lot and make a deal with the person vacating the lot. After this time period if no deal is made, people from the outside waiting list will have an opportunity to obtain the lot.

Infrastructure Charges

- 1) A \$25.00 charge will be assessed to a member that removes their backflow regulator. It is an environmental policy that all our water taps have them on to prevent backflow. Please note that they **Do Not** restrict water pressure on your water lines.
- 2) Accrued costs (Minimum \$50) will be assessed to lots doing damage to underground and overhead infrastructure (such as water, power, phone, etc.) Grounds workers cost will be \$40.00 per hour.

Fines

| Fine Name | 1st Offence | 2nd Offence |
|---|---|--|
| Fire Violation | \$500 | \$1,000 with possible eviction |
| Tree Violation | \$500 | \$1,000 with possible eviction |
| Garbage Violation | \$300 | \$600 with possible eviction |
| Unsafe operation of a motor vehicle | \$250-\$500 | \$500-\$1,000 with possible eviction |
| Noise Violation | \$50-\$100 | \$100-\$300 |
| Permit Violation | \$300 and must remove or correct proper building procedures | \$1000 and must remove the structure immediately. Possible eviction |
| Pet Violation | \$50-\$100 | \$100-\$500 |
| Alcohol Disorderly Violation | \$100-\$500 and depending on severity may have revoked membership | eviction immediately |
| Parking Violation | \$50-\$100 | \$100 to \$200 |
| Illegal dumping of grey water or sewage | \$500 | \$1,000 with possible eviction |
| Wasteful use of water and/or power | \$300-\$500 | \$500-\$1,000 |
| Failure to cancel online Tee-Time | \$150 | \$500 with membership suspension |

1. All fines will be at the discretion of the Board of Directors or Management
2. Failure to pay a fine will result in revoked membership
3. Each fine will be evaluated on a case by case basis

Emergency Numbers

| | |
|-------------------------|----------------|
| In an Emergency call | 9-1-1 |
| White Butte RCMP | (306) 781-5050 |
| Pasqua Hospital | (306) 786-2222 |
| Regina General Hospital | (306) 786-4444 |
| Poison Control Regina | 1-866-454-1212 |
| Security Phone | (306) 540-2620 |
| Nick Loiselle | (306) 519-7472 |
| Taya Tokarski | (306) 541-3391 |